



DEPARTMENT OF HOMELAND SECURITY

[Docket No. CISA-2020-0008]

Cybersecurity and Infrastructure Security Agency (CISA) Speaker Request Form

AGENCY: Cybersecurity and Infrastructure Security Agency (CISA), Department of Homeland Security (DHS).

ACTION: 30-Day Notice and request for comments; **NEW** collection (Request for a new OMB Control Number, 1670-NEW).

SUMMARY: The External Affairs (EA) within the Cybersecurity and Infrastructure Security Agency (CISA) will submit the following information collection request (ICR) to the Office of Management and Budget (OMB) for review and clearance in accordance with the Paperwork Reduction Act of 1995.

CISA previously published a notice about this ICR, in the ***Federal Register*** on Friday, December 18, 2020 for a 60-day comment period. There were no comments received by CISA. The purpose of this notice is to allow additional 30-days for public comments.

DATES: The comment period for the information collection request published on December 18, 2020 at 85 FR 82497. Comments are encouraged and will be accepted until ***[INSERT DATE 30 DAYS AFTER DATE OF PUBLICATION IN THE FEDERAL REGISTER]***.

ADDRESSES: Written comments and recommendations for the proposed information collection should be sent within 30 days of publication of this notice to www.reginfo.gov/public/do/PRAMain. Find this particular information collection by selecting "Currently under 30-day Review - Open for Public Comments" or by using the search function.

The Office of Management and Budget is particularly interested in comments which:

1. Evaluate whether the proposed collection of information is necessary for the proper performance of the functions of the agency, including whether the information will have practical utility;
2. Evaluate the accuracy of the agency's estimate of the burden of the proposed collection of information, including the validity of the methodology and assumptions used;
3. Enhance the quality, utility, and clarity of the information to be collected; and
4. Minimize the burden of the collection of information on those who are to respond, including through the use of appropriate automated, electronic, mechanical, or other technological collection techniques or other forms of information technology, e.g., permitting electronic submissions of responses.

FOR FURTHER INFORMATION CONTACT: Marilyn Stackhouse, 202-380-7504, CISA.Speakers@hq.dhs.gov.

SUPPLEMENTARY INFORMATION: The Cybersecurity and Infrastructure Security Agency Act of 2018 (Pub. L. 115-278) created the Cybersecurity and Infrastructure Security Agency (CISA). CISA is responsible for protecting the Nation's critical infrastructure from physical and cyber threats. This mission requires effective coordination and collaboration from government and private sector organizations. As part of the collaboration efforts, CISA receives requests for CISA employees to give presentations and speeches at various events.

This digital collection of information is necessary to ensure an efficient and timely process to schedule outreach and engagement with CISA stakeholders. This information may be disclosed as generally permitted under 5 U.S.C 522.

The Speaker Request Form will be the first point of contact between CISA and

the public to initiate CISA speaking engagements. The form will be available on www.cisa.gov and any member of the public can submit a request for a CISA employee to speak at an event. The form will be used by CISA to track and manage external speaking engagements. The information will also be used to schedule and determine the most appropriate CISA speaker based on date, time, location, presentation format, and topic. The form collects information regarding the requested speaking engagement, e.g., the host organization, the speaking topic, agenda, and additional event details. The requested information helps CISA determine whether the speaker should attend the engagement and/or how CISA should best prepare for the event.

The information is used to determine if accepting the request will further CISA's mission. The CISA Speakers Bureau team will use the information to identify a speaker and route the Speakers Request Form to that person for consideration. Confirmed CISA speaking engagements are then sent to DHS Public Affairs for awareness.

The form will be available on www.cisa.gov as a fillable pdf and/or webform, and will be submitted to the CISA External Affairs Speakers Bureau. The data collected will be stored in an internal SharePoint site.

ANALYSIS:

Agency: Cybersecurity and Infrastructure Security Agency (CISA), External Affairs

Title of Collection: CISA Speaker Request Form

OMB Control Number: 1670-NEW

Frequency: Annually

Affected Public: State, Local, Tribal, and Territorial Governments

Number of Annualized Respondents: 1,300

Estimated Time Per Respondent: 0.25 hours

Total Annualized Burden Hours: 325

Total Annualized Respondent Opportunity Cost: \$11,914

Total Annualized Respondent Out-of-Pocket Cost: \$0

Total Annualized Government Cost: \$0

Samuel Vazquez,
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Department of Homeland Security,
Cybersecurity and Infrastructure Security Agency.*

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